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USIB-D-2.8/9
15 March 1975
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UNITED STATES INTELLIGENCE BOARD

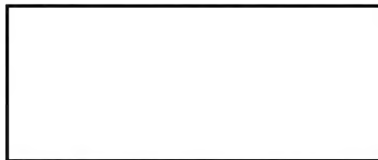
MEMORANDUM FOR USIB PRINCIPALS

SUBJECT: Criteria for Intelligence Community Awards

REFERENCE: a. DCID No. 1/18, Effective 12 July 1975
b. USIB-M-706, 3 November 1975, Item 1

1. The attached memorandum from the Chairman of the Review Panel for Intelligence Community Awards is circulated for Board consideration. These criteria were developed by the Review Panel for Intelligence Community Awards in response to USIB direction at its meeting of 3 November 1975 (reference b.).

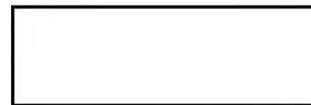
2. It is planned to schedule the attached criteria on a USIB agenda for Board discussion in executive session at an early date, probably 1 April 1976.



✓Executive Secretary

Attachment

See Attached Dist.



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Attachment
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MEMORANDUM FOR: Director of Central Intelligence

FROM : [] Chairman
Review Panel for Intelligence Community Awards

SUBJECT : Criteria for Evaluation of Recommendations
for an Intelligence Community Award

1. The following criteria have been developed by the Review Panel for Intelligence Community Awards established for implementation of DCID 1/18, "Recognition of Exceptional Service to the Intelligence Community." The function of the Panel is to screen recommendations submitted on behalf of award nominees and prepare Panel recommendations to the Honor and Merit Awards Board, which currently is the USIB. It is proposed that these criteria be used both by the Review Panel in preparation of its recommendations and by the Honor and Merit Awards Board in its review of such recommendations.

2. Two of the basic criteria for guidance of the Review Panel and the Honor and Merit Awards Board are set forth in DCID 1/18:

Paragraph 4a: "The Intelligence Community medals and awards established in this Directive are intended to enable specific recognition of services of particular benefit to the United States in the execution of the Intelligence Community mission, and do not replace any of the medals and awards for which provision is made in departmental or agency regulations." (underlining added)

Paragraph 4b: "Normally, the same exceptional duty performance which results in the preparation of an Intelligence Community medal or award will not be the basis for a comparable medal or award by the individual organization to which the person receiving the award is assigned on a career basis, but such dual recognition is not precluded." (underlining added)

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3. The following criteria shall apply to consideration of a nomination for any of the three Community awards:

a. The Community awards, and particularly the two medals, are to be awarded on a highly selective basis - in recognition of "exceptional service to the Community."

b. Accomplishments in, or in direct support of, Intelligence Community activities and the Community concept are of critical importance. Service within a single organization, devoted to the execution of the mission of that organization, should be recognized by the parent organization, not the Community. However, service within a single organization which has strong Community aspects and which includes a substantive contribution to the Community could provide basis for nomination for a Community award.

c. Close regard must be given to both the quality and the Community nature of the service and accomplishments upon which the nomination has been based.

d. Only in very rare exceptions will favorable consideration be given to a nomination for which the service and accomplishments cited already have been recognized by a comparable award from the nominee's parent organization or service.

e. A Community award is not to be a "retirement entitlement" in recognition of length of service. The measure of achievement must be the measure of entitlement.

f. A Community award is not to be viewed as a normal concomitant of completion of a tour of duty on the DCI's Intelligence Community Staff. In such instances the degree of achievement is the key measure of qualification.

g. Care must be given to assuring that the nomination for a Community award has not been made after the nominee's parent organization has not favorably considered a recommendation for a comparable award for essentially the same performance.

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4. DCID 1/18 (para. 2a) provides that the National Intelligence Distinguished Service Medal (NIDSM):

"may be awarded for distinguished meritorious service or achievement to the United States in a duty of great responsibility within the Intelligence Community, the outstanding accomplishment of which distinctly benefits the interests of the United States and constitutes a major contribution to the foreign intelligence mission of the Intelligence Community."

5. In addition to the criteria cited in Paragraph 3 above, criteria particularly applicable to the NIDSM are as follows:

a. While normally duty of NIDSM quality, when accomplished solely within and on behalf of an individual organization of the Intelligence Community, is more appropriately recognized by award of the CIA Distinguished Intelligence Medal or other comparable civilian award, or by the Distinguished Service Medal of one of the military services, there may be exceptions in cases where the accomplishments cited are of particular importance to the effective functioning of the Intelligence Community as a whole.

b. The "duty of great responsibility" phrase in the above quotation normally will limit award of the NIDSM to very senior personnel in terms of duty assignment.

c. Accomplishments of such a nature as to warrant award of the NIDSM normally will not be one-time in nature. The medal is essentially intended as recognition for sustained superior service or achievement in Intelligence Community matters.

d. The level and type of duty, will be given particular consideration in evaluation of the "Community" nature of the accomplishments cited.

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6. DCID 1/18 (para. 2b) provides that the National Intelligence Medal of Achievement (NIMOA):

"may be awarded for especially meritorious conduct in the performance of outstanding service to the United States as a member of the Intelligence Community. The National Intelligence Medal of Achievement recognizes performance of an especially difficult duty in a clearly exceptional manner. The service being recognized must relate directly to the Intelligence Community's mission to provide the intelligence required for national policies and the national security."

7. In addition to the criteria cited in Paragraph 3 above, criteria particularly applicable to the NIMOA are as follows:

a. While normally duty of NIMOA quality, when accomplished solely within and on behalf of an individual organization of the Intelligence Community, is more appropriately recognized by award of the Department of Defense Legion Of Merit, the CIA Intelligence Medal of Merit or other comparable civilian awards, there may be exceptions in cases where the accomplishments cited are of identifiable importance to the effective functioning of the Intelligence Community as a whole.

b. In general, the Medal of Achievement is intended as an award for achievement clearly deserving of Community recognition, but not considered to warrant award of the National Intelligence Distinguished Service Medal.

c. Involvement in Intelligence Community affairs at high levels normally will be a prerequisite, but it is recognized there may be exceptions.

d. The duty performance being cited must clearly be related to matters of importance to the Intelligence Community as a whole.

e. Sustained achievement over a period of time rather than a single accomplishment is to be given major consideration.

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8. DCID 1/18 (para. 2c) provides that the Intelligence Community Certificate of Distinction:

"may be awarded for sustained superior performance of duty of high value to the Intelligence Community, or for a significant single action of special merit."

9. In addition to the criteria cited in Paragraph 3 above, the primary criteria for the award of a Certificate of Distinction are the two stated in the above quotation from DCID 1/18. In general, the Certificate of Distinction is intended as an award for contribution to the Intelligence Community of a type and level which deserves particular recognition, but which is not considered to warrant award of either of the Community medals. In such cases, the Certificate of Distinction is to be considered an appropriate award, regardless of the military rank or civilian grade of the nominee.

10. No nominations for the Certificate of Distinction have as yet been received, but it is expected that, over time, the Certificate will be awarded with more frequency than the medals. Experience with the handling of nominations for award of the Certificate of Distinction may provide basis for development of more detailed criteria for such recognition.

11. The Review Panel's recommendation to the Honor and Merit Awards Board may include proposal for the approval of a higher (or lower) Intelligence Community award in place of the one proposed in the original nomination, when the Review Panel considers this action more appropriate.

12. All nominations for Intelligence Community awards considered by the Review Panel, including those for which denial is recommended, will be forwarded to the Honor and Merit Awards Board with a formal Review Panel recommendation.

13. Your approval of the criteria and procedures set forth in this memorandum is requested.

9 March 1976



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